

ACCESS INDEPENDENCE, INC.
REGULAR BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, OCTOBER 21, 2025, 5:18 PM

Call to Order and Welcome

President Hardesty called the Board of Directors Meeting of Access Independence, Inc. (Ai), at 324 Hope Drive, Winchester, to order at 5:15 PM. A quorum was present.

Mission Statement – Sue Jones read the Mission Statement of Ai

Roll Call

Board Members Present

Irene Hardesty – President
David Booth – Vice President
Trish Dick – Treasurer
Anne Brewster
Will Lawrence
Lynn Wiley
Pat Johnson
Kelly Canterbury – via Zoom
Sue Jones

Absent Board Members

Fay Dutton - Secretary
Louise Garrett

Ai Staff Members Present

Charles Harbaugh IV – Executive Director (ED)
Diane Burnes – Executive Administrative Assistant
Melody Crossway – Deputy Executive Director

Public Comments

None

Approve Minutes

The minutes from the August 19, 2025, Board meeting were distributed and reviewed. Seeing no changes, the minutes stand approved as presented.

Report of Officers

Executive Director (ED)

- The ED report was enclosed for Board review.
- The 5-Year Strategic Plan was presented for Board approval

A motion was made by Trish Dick, seconded by Lynn Wiley, to approve the 5-Year Strategic Plan. Motion carried.

We are requesting the day after Christmas, Friday, December 26, 2025, as a staff holiday for this year.

A motion was made by Sue Jones, seconded by Will Lawrence, to approve December 26, 2025, as a holiday for staff. Motion carried.

Executive Committee Report

- The Executive Committee report was enclosed for Board review.

Finance Committee Report

- A verbal report was given by Trish Dick. The annual audit will be completed by the auditor this Friday and sent out to the Board for review.

New Business

- The updated Policies and Procedures were presented for review and approval.

A motion was made by Trish Dick, seconded by David Booth, to approve the updated Policies and Procedures. Motion carried.

- The updated Emergency Succession Plan was presented for review and approval.

A motion was made by Sue Jones, seconded by Lynn Wiley, to approve the updated Emergency Succession Plan. Motion carried.

Adjournment

A motion was made by Trish Dick, seconded by Will Lawrence, to adjourn the meeting. The meeting was adjourned at 5:46 PM.

APPROVED



Fay Dutton, Secretary

12/9/2025

Date